



Public Health Emergency  
Preparedness and Response  
MONTGOMERY COUNTY, MD

# Plan to be safe campaign

- Start a conversation
- Make a plan
- Make a kit *using*

**A simple guide** to the  
nine essential items to help  
you shelter-in-place in the  
event of an emergency.

# Plan



*\*Modified from original flipchart training tool by Lord Fairfax Health District for evaluatory use during  
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Plan to be safe.



## Individual Emergency Plan: **Start a Conversation**

Talk with Family, Friends and Neighbors



### What To Prepare For

Discuss emergency events that are most likely to happen in your area. Consider how your response may change for a natural disaster, terrorist event, or a major public health emergency.

Discuss the possibilities of evacuating the area or “staying put” and sheltering in place. Consider also:

- Developing a plan for children in childcare or school, older adults, and other family members who need special assistance.
- Planning for care of your pets.
- Planning for a meeting place right outside your house in case of sudden emergency or outside your neighborhood in case you can't return home

### What To Do (Plan to be Safe)

- Make a Plan
- Make a Kit

Plan to be safe.



## Individual Emergency Plan: **Make a Plan**

**Gather critical information** into one place and share it with your family. It will save precious time for when you need it most.



### Collect contact information

- Personal information for all household members (name, address, phones, birth-date)
- Local AND Out of state contact (including nearest relative)
- Pet caretaker
- Child/Elder care

**Copy the below documents and place in secure fire and waterproof container and/or in alternative locations such as safety deposit box:**

- Proof of address (Deed/Lease to home)
- Proof of identification ( Passports, Birth Certificates)
- Insurance policies & Home inventory lists (if applicable)
- Medication lists & pertinent medical information

Plan to be safe.

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## Individual Emergency Plan: Make a Kit

**Start simply!** Collect these nine essential items to help you shelter-in-place in the event of an emergency.



**1 Water**



**2 Food**



**3 Clothes**



**4 Medications**



**5 Flashlight**



**6 Tools**



**7 Radio**



**8 Hygiene Items**



**9 First Aid**



*\* Items shown above are the minimum essentials, kit will need to be personalized as needed for self and household.*

# Essential Item #1: Water



## Action Steps

### ➤ Store one gallon per person per day

- Recommended to store 3-day minimum supply in a portable manner (in event evacuation is necessary) with 2-week supply being available for home use.
- Use water for drinking, hygiene, & cleaning as needed (on average plan for 2 quarts each for drinking, food prep, and sanitation); add additional quantities for pets.
- The safest most reliable way to store water is to buy commercially bottled water however potable tap water may be stored in approved water storage containers or other plastic containers (such as two-liter plastic soft drink bottles) but avoid using containers that will decompose or break such as cardboard containers, milk cartons/jugs, or glass bottles. Never use a container that has stored milk, juice, or toxic substances. Date mark non-commercially bottled water with fill date.

FEMA says “for plastic soft drink bottles” (used to store water) “sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart (1/4 gallon) of water. Swish the sanitizing solution in the bottle so that it touches all surfaces. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.

- Store in cool dry place away from chemicals (vapors can penetrate nearby capped plastic bottles). If there is a chance the stored water will freeze leave at least 2 inches of air space at the top.
- Replace water and containers every 6 months.

### ➤ Treat water if purity is uncertain with one of two easy methods

**Boil water** at a rolling boil for 3-5 minutes (cool before drinking)

**Disinfect water**

- Use only regular household liquid bleach labeled to contain 5.25% sodium hypochlorite. [Do not use scented bleach or products labeled to contain other chemicals.]
- Add 16 drops of bleach to 1 gallon of water & Let stand 15-30 minutes before using (should smell chlorine). [Repeat process if slight chlorine smell is not detected]

## 2 Food

### Essential Item #2: **Food**



### Action Steps

- **Plan for family's unique needs and tastes when collecting food for 3 days or more.**
- **Pay special attention to special diets, infants, toddlers, and elderly.**
- **Plan foods that are non-perishable and require no refrigeration, preparations, or cooking.**
  - Optimally shelf stable foods should be housed in easy to open packages such as jars with twist off lids, cans with pull tabs, pouches, etc.
  - Ensure that one or more manual can openers are readily available.
- **Plan foods that are high in calories and nutrition**
  - Consider foods that are not salty, high in fat or protein (when water is limited)
  - Consider liquid formula in case nursing mothers can not nurse
  - Consider canned dietetic foods, juices and soups for ill or elderly
  - Consider that foods packed in water solutions (such as fruits) can provide small amounts of supplemental water if necessary.
- **Store food in dry, dark, cool space**
- **Use plastic bags or tight containers to keep food covered at all times**
- **Eat food in order: refrigerator, freezer, cupboard**
- **Inspect all foods for spoilage before using**
- **Date all emergency foods, consider shelf life, and rotate as appropriate:**
  - **Six months:** powdered milk (boxed); dried fruit, crackers in sealed containers
  - **One year:** canned soup, fruit, vegetables, juice; peanut butter, jelly; hard candy, canned nuts; cereals in sealed containers
  - **Indefinitely (in proper containers):** baking powder; salt; bouillon; instant coffee, tea, cocoa; dried corn, dry pasta, non carbonated soft drinks, vegetable oils
- **Remember food and medications for pets as appropriate**

Essential Item #3:

## Clothes



### Action Steps

- Include one complete change of clothing and sturdy footwear per person based on size and seasonal needs.
- Include rain gear (i.e. raincoat, umbrella), hat, and sunglasses.
- Include long underwear and gloves
- Include blankets or sleeping bags

Essential Item #4:

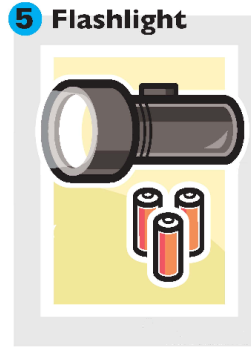
## Medications



### Action Steps

- **Collect prescription medications for three days**
  - Keep prescriptions current (Do not allow to lapse)
  - Discuss allergies to medications with your physician
  - Discuss the possibility of stockpiling medication samples with your physician
  - Rotate stockpiled medications to ensure shelf life currency
- **Keep hard copy of important medical information in safe, secure, and accessible place in your home for use should you need to evacuate.**
  - Medication list
  - Physician list
  - Pertinent medical information
- **Have on hand extra medical supplies such as hearing aids w/extra batteries, prescription glasses/contact lenses, syringes, etc.**

## Essential Item #5: Flashlight



### Action Steps

- **Have available a bright flashlight for emergency use (optimally one flashlight for each person in the household).**
  - A flashlight utilizing an LED bulb will often provide longer battery life than other bulbs.
  - Consider purchasing a flashlight that operates off of batteries that are commonly used in your household such as AA or AAA.
  - LED lanterns are flashlight alternatives that can also be used for room lighting (vs. candles) in the event of a power outage.
- **Remember extra batteries**
  - Rotate extra batteries to ensure shelf life currency
  - Consider purchasing a battery recharger and applicable rechargeable batteries as an alternative to large stockpiles of extra one-time-use batteries.

## Essential Item #6: Tools



### Action Steps

- **The following tools & handyman items may be invaluable in times of emergency:**
  - Multi-purpose tool with integrated knife, pliers, screwdrivers
  - Matches (waterproof preferred)
  - Work Gloves (tear resistant)
  - Duct Tape
  - Scissors
  - Folding Shovel
  - Nylon Rope, Twine, String

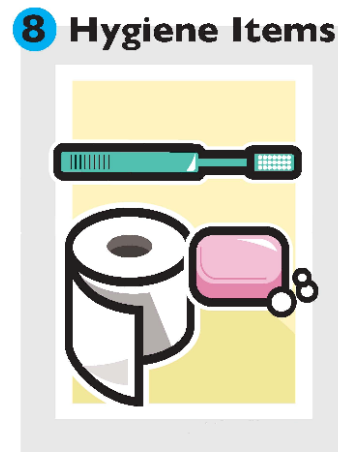
## Essential Item #7: **Radio**



### Action Steps

- **Select a battery powered or crank radio (one that includes NOAA Weather bands)**
  - Radios that include NOAA Weather Bands are great to have in the event of a severe weather emergency.
  - Obtain and rotate extra batteries to ensure shelf life currency
  - Portable two-way radios are also good for short range communications in the event standard communication methods are unavailable.

## Essential Item #8: **Hygiene Items**



### Action Steps

- **Collect basic hygiene supplies like soap, toilet paper, toothpaste, toothbrush**
- **Include specialized products (e.g. feminine product, adult diapers, etc) as needed**
- **Include regular household bleach**
- **Include plastic garbage bags, ties (for personal sanitation if needed)**
- **Collect Baby supplies such as bottles, diapers, etc (if applicable)**
- **Collect Pet hygiene supplies (if applicable)**



## 9 First Aid

### Essential Item #9: First Aid



### Action Steps

- Collect items for or purchase first aid kit which includes at a minimum:
  - Wound items (adhesive bandages, gauze pads, tape, roller gauze)
  - Antiseptic & alcohol wipes
  - Non-latex gloves
  - Scissors
  - Cold pack
  - Non-prescription drugs for pain, diarrhea, constipation, upset stomach



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This document was modified from its original form by the Lord Fairfax Health District in 2012. New information and clip art were added. "Tools" Clip Art Source - [www.clipartheaven.com](http://www.clipartheaven.com/) / "Family Emergency Kit" Clip Art Source - [www.emergencysuppliesblog.com](http://www.emergencysuppliesblog.com). Complete reference list for modified text available upon request.